

Security Information

3 December 1951

MEMORANDUM FOR: Chairman, working Group on Career Benefits
Chairman, Working Group on Rotation
Chairman, Working Group on Employee Rating
Chairman, Working Group on Trainees
Chairman, Working Group on Extension Training

FROM : Chairman, Working Group on Selection Criteria

REFERENCE : Chairman, Career Service Committee Memorandum of
27 November 1951

1. By above reference, Chairman, Career Service Committee approved the circulation of minutes or excerpts of minutes of each Working Group to all other Working Groups.

2. This memorandum condenses, on the basis of interest to other Working Groups, the conclusions and the results of the Selection Criteria Working Group meetings to date. It is planned that future minutes or excerpts will be given to [REDACTED] for distribution once a week. 25X1A

3. It is emphasized that conclusions and other decisions here recorded are tentative. We have found that discussion in one area may result in changing prior conclusions that had resulted from exploration of a different area.

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[REDACTED]

Attachment:

Working Group on Selection Criteria;
Information Summary to 28 November 1951

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Information Summary to 28 November 1951
Working Group on Selection Criteria

1. Work Plan

The task assigned by the Career Service Committee was broken into four main problems and so approved by the Career Service Committee. It was agreed, insofar as feasible, to solve each of these problems individually and in this order:

- A. To recommend the selection criteria by which employees become eligible to participate in a Career Service Program.
- B. To recommend the degree to which selection governing participation in the Program should be centralized.
- C. To recommend the mechanics of selection.
- D. To recommend how the Career Service Program should be activated with respect to employee participation.

2. A tentative solution to problem "A" above is embodied in Appendix A hereto.

3. A tentative solution to problem "B" is embodied in Appendix B hereto.

4. The Working Group felt that the report "A Program for the Establishment of a Career Corps in the Central Intelligence Agency" dated 7 August 1951 offered a logical point of departure in attacking its assigned task. Therefore, those portions of that reference cited in paragraph 1 of Career Service Committee's directive (dated 15 October 1951) to our Working Group were discussed in detail. These discussions have jelled, to date, in these conclusions: (Paragraphs and sections cited are those in the "Program" dated 7 August 1951.)

A. Paragraph 2, page iii

The results of long discussion on this are being condensed into a brief statement to be ready next week.

B. Introduction, page x

The Working Group adopted the following statement: "The Working Group has reviewed the comments of the Assistant Directors which were overwhelmingly opposed to the concept of an "elite corps" and concurs in the abandonment of that concept. The Working Group further agrees that only those employees who have demonstrated their ability throughout a period of two years' service in the Agency will be considered immediately eligible to participate in the Career Service Program. During the first two years of an employee's service he will be directed towards preparing him to participate in the Career Service Program."

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C. Paragraph V, pages xii, xiii

The Working Group adopted the following statement: "The concepts contained in this paragraph (i. e. age in relation to grade and testing and assessment as criteria for selection) are rejected by the Working Group and not recommended for adoption as criteria."

D. Section V, pages 11-13

The Working Group agreed that new criteria (those in Appendix A hereto) should supersede "V. SELECTION OF CAREER CORPS" contained in the 7 August proposal.

E. Appendix I, pages 38-51

It was agreed that a number of matters in this reference fell outside the purview of this Working Group. This reference is still under discussion.

F. Appendix J, pages 52-55

The Working Group adopted the following statement: "Testing and assessment should not be considered as mandatory in connection with the determination of the eligibility of an employee to participate in the Career Service Program. Testing and assessment are valid and useful techniques to be used in recruiting new employees and are available for evaluating any employee at any time at the discretion of the appropriate Assistant Director."

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